

**Emergency Management Committee  
Meeting  
August 11, 2015  
6:00 pm  
Salem, Connecticut  
Town Office Building**

Present: D. Bourdeau, E. Shafer, C. Martin, R. Martin, S. Spang, C. Weston, Roman Kachorowsky

Absent: CST C. Konow

Guests: Jim Miller

**1. CALL TO ORDER:**

D. Bourdeau called the meeting to order at 6:10

**2. APPROVE MINUTES:**

**M/S/C (C. Martin/R. Martin) to approve the April 14, 2015 Minutes as presented. Vote: Approved Unanimously**

**3. PUBLIC COMMENT/GUESTS-None**

**4. OLD BUSINESS:**

**a) Everbridge**

R. Martin presented a slide show on how to send out notifications to groups. The Committee discussed various situations and emergencies and how they would be handled. The Committee discussed setting up templates for various emergency notifications. D. Bourdeau will discuss the, "chain of command" on how notifications get sent out in an emergency. The committee will check with other towns to find out what their procedures are. They will meet on the fourth Tuesday to perform emergency exercises and discuss how to implement Everbridge

**b) Emergency Services Study**

The members were asked to look at the study and come back with thoughts on the issue of the emergency management section of the study. The Committee will look at the ordinance and how to modify/amend it.

**5. NEW BUSINESS:**

**6. OTHER BUSINESS** –phones and computers need to be looked at, Rick and Christine were locked out of Everbridge

**ADJOURNMENT**

**M/S/C (Weston/C. Martin) to adjourn at 7:16 PM**

Respectfully Submitted

Sue Spang, Recording Secretary